

# ANNOUNCEMENT

## 21 #06



Pennsylvania Office of Child Development and Early Learning  
Bureau of Early Learning Policy and Professional Development


**Issue Date:** Aug. 24, 2021

**Effective Date:** Oct. 1, 2021

**End Date:** TBD

**Subject:** Restoring Child Care Works Invoicing, Attendance and Payment Policies

**To:** All Regulated Child Care Providers; Early Learning Resource Centers (ELRCs); and The Office of Child Development and Early Learning (OCDEL) Early Learning Resource Center Program Representatives

**From:** Tracey Campanini   
Deputy Secretary, Office of Child Development & Early Learning

## PURPOSE

To provide updated information regarding Child Care Works (CCW) payment to child care programs participating in CCW and to ELRC staff.

This policy obsoletes *ELRC Policy Announcement 20#17 Child Care Works Payment During the Proclamation of Disaster Emergency* and *ELRC Policy Announcement 21 #04 Child Care Works Payment During the Novel Coronavirus (COVID-19)* in its entirety effective **Sept. 30, 2021**.

## BACKGROUND

Governor Wolf's Proclamation of Disaster Emergency ended, as of June 15, 2021 All CCW and Child Care regulations and policy exceptions related to Governor Wolf's Proclamation of Disaster Emergency must end **Sept. 30, 2021**. Effective Oct. 1, 2021, CCW attendance, invoicing and payment policies will be restored.

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## DISCUSSION

Effective **Oct. 1, 2021**, CCW payments to child care providers will no longer be based solely on their current enrollment. All attendance and invoicing policies will be restored as outlined in *Appendix A-Rules for Participation in the Subsidized Child Care Program* in the *Certified Provider Agreement*. Some key points to remember:

- Child care providers will indicate children’s absences on the monthly invoice as usual.
  - COVID Absences (“CA”) will **no** longer be used to indicate a COVID-19 related absence.
- A child’s enrollment must be suspended if the child is absent for more than five consecutive days.
- All absences will count towards the child’s allowable 40 days of absences.

## NEXT STEPS

1. Child care programs
  - a. Share with staff completing CCW attendance reporting and invoicing.
  - b. Review *Appendix A-Rules for Participation in the Subsidized Child Care Program* in the *Certified Provider Agreement*.
  - c. Share with families receiving CCW.
  - d. Direct any questions to your ELRC.
2. ELRCs
  - a. Review and share with appropriate staff.
  - b. Share with families receiving CCW.
  - c. Direct any question to your program representative.